

Lisle Free Library  
8998 NYS Rte. 79 PO Box 305  
Lisle, NY 13797

Kimberly Barker, President  
Richard Ciccicarelli, Vice President

Trustees: Kimberly Chidester  
James Dunham  
Katharine Kittredge  
Gary McCall  
William Priscott

March 7, 2022 - Regular Meeting - 6:30 PM – Hybrid (Live & ZOOM) Meeting

**Present:**

**Trustees:** Kim Barker, Kim Chidester (via Zoom), Rick Ciccicarelli, Jim Dunham, Katharine Kittredge (via Zoom)

**Absent:** Gary McCall, William Priscott

**Library Director:** Cher Douglas

**Treasurer:** Amy Beck

**Community Attendees:** none

**Minutes:** The 2022 Annual and 2022 January meeting minutes were reviewed. Rick C made a motion to accept and seconded by Jim D. All trustees in favor and minutes accepted; all in favor.

**Treasurer's Report:** The Treasurer's reports for January 2022 and February 2022 were presented by Amy Beck. Kim B made a motion to accept the Treasurer's report for January and seconded by Jim D.; all in favor. Jim D made a motion to accept the Treasurer's report for February and seconded by Kim C; all in favor.

**Director's Report:** The January 2022 and February 2022 Director's reports were presented by Cher D. Kim B made a motion to accept both reports and seconded by Jim D; all in favor.

**Committee Reports:**

o **Building & Grounds:**

- Drop Box Signage: Cher D announced that the signage was installed on the drop box. Invoice already received and paid to Rapp's Signs.
- Furnace Repair: Cher D announced that Gary M. had stated to her that Hines replaced a pump in the basement. The radiators in the front of the building were working.
- Fuel Oil: Current fuel oil contract is expiring on 4/1/2022. About \$1,100 left on account from previous contract. Kim B made a motion that Cher D and Amy B to renew fuel oil contract as long as it didn't exceed the \$3,000 budgeted and seconded by Jim D; all ayes.
- Plowing, Sidewalk Cleaning: Jim D reported that he will beginning the sidewalk cleaning if we receive any more snow this season. He is also investigating alternative arrangements for plowing next season.
- Building Cleaning: Jim D will also be assuming cleaning duties for inside the library. Some additional supplies have been purchased. Jim D and Cher D to get together to discuss expectations.

- **Technology:**
  - Video Conferencing: Rick C continues to work on the necessary equipment for the conference room.
  - Circulation Desk Computer: Rick C confirmed that the new circulation desk desktop computer and screen will be installed before the end of the week.
- **Administration:**
  - Corporate Resolution: Jim D made a motion to accept the corporate resolution for Chemung Canal Trust to be our custodial agent for the Franklin Endowment and the Corcoran Trust and seconded by Kim B; all ayes. Jim D collected trustee signatures and will notarized them. Notarized resolution to be given to Amy B for filing with the Chemung Canal Trust.
  - Parcel Survey Registration: Jim D and Amy B stated that the survey conducted in 2019 was registered with the County in January.
  - Insurance: Jim D stated that he is still pursuing competitive insurance rates.
  - Taxes: Amy B has been certified to do taxes and will be doing our filing for 2021.
  - Trustee Membership: Kim C stated that her homestead is still Town of Lisle until July 2022. Board agreed to table membership discussion until then.
- **Community Outreach:**
  - Annual Community Report: Cher D prepared the annual community report as a brochure. In the past, Cher D wrote a letter but wanted to do something more engaging. Trustees are to provide feedback in the next week. Jim D will take final draft for copying.
  - Historical Society: Jim D stated that efforts are progressing.
  - Town of Lisle Board: Jim D presented a copy of the Town of Lisle January minutes stating that the Town Attorney will look into process of revoking Library tax support and present findings at April meeting. Jim D asked Trustees to attend this meeting (Thursday, April 14 @ 7:30pm).
- **Policy:**
  - Draft copy of the proposed "Collection Development" emailed to all Trustees. Feedback requested. Approval will be sought at next meeting.

**Correspondence:** None

**Public Expression:** None

Meeting adjourned at 7:30PM

The next meeting will be held on Monday, April 4, 2022 at 6:30PM.

Cheridan C. Douglas, Director

*Board Approved on 4/4/2022*